

1 **Wilton Sewer Commission – Regular Meeting June 12, 2014**

2 **DRAFT MINUTES**

3 Wilton Sewer Commission held its regular meeting on Thursday, June 12th at 6:30 pm in
4 the Town Hall Courtroom. Present were Commissioners Tom Herlihy Chairman, Tom
5 Schultz and Chris Carter; Clerk Joanna K Eckstrom; residents Earl and Dorothy Bullard.
6 The agenda was considered as follows:

7 * **Call to Order** – Chairman Herlihy called the meeting to order at 6:34

8 * **Public input and comment** - none

9 * **Earl and Dorothy Bullard Follow up** - sewer hook-up at 122 Dale Street. Mr.

10 Herlihy prefaced his comments by saying a new customer pays a hook-up or connection
11 fee (\$900 as of July 2013) to a sewer line that already runs by the property. (Customer
12 also pays for costs associated with piping from house to the street.) Tom H's review of
13 ordinance also shows that property owner or developer is responsible for costs
14 associated with extending an existing sewer line to accommodate new users. This is a
15 separate cost from a connection or hook up fee. Bullards were given a copy of the
16 sewer ordinance and they were made aware that it is being revised.

17 Although the Bullards are Wilton Water Works customers, the existing sewer line
18 doesn't come quite to their property; sewer line would need to be extended for the m to
19 become Wilton Sewer customers. Mr. Carter got three quotes to bring sewer service to
20 the Bullards property: Mathewson - \$15,690; Landsite - \$12,500; and Wilton Highway
21 department - \$6,000. Each quote is based on digging up middle of Dale Street from the
22 Stevens property and dead-ending the line at Bullard's. (It is not practical to tie in
23 (Gersky) or other nearby properties because of topography and ledge.) Bullards will
24 take these quotes and get others as well; Mr Carter thought that they could find a
25 contractor to do the whole job for \$7-\$8K. Sewer Commission expects to receive 'as
26 built' drawings when project is complete.

27 Clerk will update 'application for service installation' and forward same to town hall.

28 * **Minutes of May 8th** – on a motion by Mr Schultz, seconded by Mr Carter, minutes
29 were unanimously approved as corrected: page 1, line 28 Mr. Herlihy said there had
30 been; page 2, line 32 – insert 'who regularly do work for the sewer department; and
31 page 2, line 52 – for **\$1,600**

32 * **Mike Bergeron, Wilton Water Superintendent**, was invited to discuss the following:

33 Inventory of inflatable plugs is low. On a motion by Mr. Carter, seconded by Mr
34 Schultz, Mike is authorized to purchase 4", 6" and 8" inflatable plugs for the sewer
35 department at a cost not to exceed \$600 ... unanimously approved.

36 Mike had a print out of the flow charts that he sends to the State every three
37 months; data is broken down by month. Info can be used to validate / verify amount of
38 effluent, by gallons, that is sent to Milford. Commission wants to see how these
39 numbers compare to what Milford bills department for each month. Also want Milford to
40 send actual amount rather than estimated. Per Mike's instrument, 5,133,695 gallons of
41 waste water went to Milford ... (commissioners concerned that if the number that Milford
42 shows on bills is inconsistent with what's reported, commission should ask for
43 explanation before paying bill...) Commission will present this data to Milford at an
44 upcoming meeting. (Note: water flow was approximately 4M.)

45 **Weather Station** - The cost of a weather station exceeded the amount voted
46 upon at last meeting – agreed to was a NTE \$300; actual cost of instrument was \$350
47 and software was \$164; total of \$514. On a motion by Mr Schultz, seconded by Mr
48 Carter, the commission unanimously approved actual cost for this purchase. Data from
49 the instrument can be updated immediately so all agreed that the data this instrument
50 (and the WaterPoint Network discussed below) captures is valuable to departments
51 other than the sewer department (who paid for it). Efforts will be made to share the info
52 as needed.

53 Mike will confer with Fire Chief Ray Dick about becoming a 'weather watcher'
54 and sharing this info with agencies like NOAA.

55 **GIS Mapping info** - Mike presented info he has obtained from WaterPoint
56 Network on its GIS mapping capabilities. Said this product could be useful for mapping
57 the sewer system. Weston & Sampson, WaterPoint Network and perhaps others will be
58 invited to a joint sewer and water meeting in the near future. Water Department to
59 determine how grant money to be spent.

60 * **Pump Station Labor and Safety** – nothing new on Safety

61 Pump Station Labor ((Recorder – A 10/11 1:00:57 - 1:10:22) - arrangement with Ken
62 Pellerin and Mike Bergeron working fine. Two men needed to perform routine

63 maintenance at pump stations for five hours each week. Work is being done early in
64 AM before either man begins his regular Highway Department or Water Works job.

65 Ken is a highway department employee who has been doing job all along; Mike
66 replaces the second highway department employee who quit. Discussion ensued about
67 compensation for persons doing routine pump station maintenance. Mr. Schultz sent e-
68 mail about this vis a vis the water superintendent taking on this job for sewer
69 department. Highway department employees doing the work are paid time and a half
70 (of their regular rate) for the approximate five hours of work each week. Water
71 Superintendent's hourly rate is \$25.99 thus making his time and half rate \$39 per hour.
72 Misters Schultz and Carter were concerned that it's unfair that the highway department
73 person who has been doing the job all along (at time and a half) is actually being paid
74 less than the Water Superintendent who has a higher hourly rate. (Mr. Carter thought
75 that the highway department person's time and a half rate was about \$30 per hour.)
76 Both Schultz and Carter felt that pay should be the same for both persons specifically
77 doing the five hours per week (routine) pump station labor (versus general sewer
78 department labor).

79 Did not have figures for 2013 actual but the 2014 Line item for Labor – Pump Station
80 is \$15,000 – this reflects time and a half of the 'average' hourly rate for these
81 employees; expended through May 2014 is \$5,269.

82 On a motion by Mr. Schultz, seconded by Mr. Carter, the time and a half rate of pay
83 shall be \$39 per hour (equivalent to a \$26 + \$13 rate) for (five hours a week) for (town)
84 employees performing (routine) pump station labor / maintenance.

85 Mr. Carter raised a question about 'call-outs'; in budget, 'call-outs' is likely highway
86 department personnel 'called out' for emergencies or special projects highway
87 department is hired to do – this year budget is \$3,500 of which \$157 has been spent in
88 2014. Mr. Carter suggested that if a 'call-out' is related to pump station labor, the
89 person responding should be paid the same rate (\$39 / hour).

90 The motion was amended and seconded to read that the rate of pay for (routine)
91 pump station maintenance / labor and call-outs (for pump station labor) shall be \$39 per
92 hour, equivalent to a base rate of \$26 plus \$13 per hour. The rate is effective at the
93 next pay period beginning June 15, 2014. (The \$39 rate shall not be further multiplied.)
94 Unanimous approval.

95
96 * **System report; interdepartmental business –**

97 Jet flushing quotes – per Felix - \$1 per foot.

98 infiltration in sewer line on Maple Street; Eastern Pipe (Felix) camera report –
99 there are several breaks as shown via camera work; unfortunately, the pipes can't be
100 lined. Interestingly, a quote from Mathewson that Mr Carter obtained shows a projected
101 cost of about \$60K, or the money not spent from the bond.

102 A section of sewer line from the former McGettigan property to Bill Abbott's has
103 failed. There is a stone catch basin. Mike and Chris dropped dye to see if they could
104 find leak but no dye came thru. Most likely, infiltrating to ground.

105 Mr Carter is meeting with Vinnie from rural water on June 24th. Expectation that
106 federal grant money might be identified.

107 Manhole cover lifter has been purchased and is in operation as needed. Mr.
108 Carter confirmed that price was \$1,600 (versus \$600 originally stated in minutes.)

109 Discussion: expectations of work highway department should doing for the sewer
110 – continued to next meeting

111 * **Island Street Bridge update – Holden Engineering, T Buck** – hangers are being
112 hung today; project on schedule. Holden is NOT overseeing.

113 * **Wilton Falls – Police Station line** – no update, continue as needed

114 * **Wilton Sewer Ordinance** – a work session was scheduled for August 3 at 1PM.

115 * **Milford-Wilton Inter-municipal Wastewater Agreement** – nothing new; issue is in
116 hands of Attorneys Silas Little and Bill Drescher.

117 * **2014 Income report** – Jane Farrell gave her income statement – approximately
118 \$76,710 has been collected to date. Unpaid sewer bills from 2013 have been lienied;
119 sewer department will be paid by town through the lien process. Jane wasn't exactly
120 sure of amount lienied but said that number of customers was down from previous
121 years.

122 * **2014 Expenses report** Pam Atwood provided expense statement through May 31st.
123 Department appears to be 'on target' but still needs to be diligent about keeping to
124 budget; ie, most recent Milford bill is not included in payments to date. Also, there is no
125 reserve for emergencies.

127 *** Other business**

128 Update on e-mail addresses; town website; business cards – Tom H will follow
129 up on this as needed. Doreece is still maintaining website; eventually, each department
130 will be able to update its own pages.

131 Background checks – Tom H and Chris had their background checks done. All
132 reports will be given to Mary Guild at Town Hall for safekeeping. Commissioners to be
133 reimbursed for expense of getting background checks done.

134 **Next Meeting: Thursday, July 10th**

135 There being no other business, the meeting was adjourned at 8:30 PM

136 Respectfully submitted,

137 Joanna K Eckstrom, Clerk